

Notice Number: #16-21

Location: Washington Navy Yard, Washington, DC

Closing Date: 2/5/2021 (11:59:59 PM (EST))

Command & Location: AGC (L) - AGC (Litigation)

Grade: GS-15

Job Type: **Assistant Director**

The Navy and Marine Corps team offers innovative, exciting and meaningful work linking military and civilian talents to achieve our mission and safeguard our freedoms. The Department of the Navy Office of the General Counsel has been serving the Department since 1941 and is committed to developing innovative legal solutions to the business and other challenges facing the Navy and Marine Corps to enhance the war fighting capability of the Naval Service. You will find our attorneys stationed across the United States and worldwide, working with Navy and Marine Corps personnel wherever the Department's business is conducted.

The Naval Litigation Office (NLO) is part of the Office of the General Counsel for the Department of the Navy (DON), which generally provides all legal services throughout the Department in the area of commercial law, including litigation. Consistent with the procedures and policies of the Office of the General Counsel and NLO, the incumbent will supervise a team of four trial attorneys in the conduct and management of litigation. This litigation will principally be in the area of labor and employment law, including class actions, but may also include NLO's other litigation practice areas as the need arises. NLO is located at the Washington Navy Yard, Washington, DC

The position will be filled under the General Schedule (GS) pay system at the GS-15 level. The successful applicant must have a minimum of five-and-a-half years of recent and relevant legal experience, including demonstrated experience in labor and employment law or complex litigation.

Candidates will be evaluated on the following: (1) depth and quality of experience in labor and employment law; (2) litigation experience; (3) experience supervising attorneys; (4) excellence in legal analysis; (5) excellence in written and oral communication skills; and (6) interpersonal skills necessary to work cooperatively and effectively on difficult tasks under time pressure with people of diverse interests. Applicants with a record of making significant contributions to the advancement of the DON OGC or equivalent Office of the General Counsel or, Law Firm/Office beyond the day-to-day legal practice are desired.

The successful applicant must have graduated from a law school that is accredited by the American Bar Association, be an active member in good standing of the bar of the highest court of a State, U.S. Commonwealth, U.S. territory, or the District of Columbia, and be admitted to

practice before a state or federal court. U.S. citizenship is a requirement of the position, and the successful applicant must possess or be able to obtain and maintain a SECRET clearance.

Applicants should submit a cover letter explaining their interest in the position; an SF-171, OF-612, or a resume; two most recent performance appraisals, if available; two legal writing samples (preferably relating to civilian personnel law); and the names and phone numbers of at least three references (other than their immediate supervisor) that may be contacted. Current federal government employees should indicate in their application their present GS level or equivalent and salary.

Interested attorneys may contact Andrea Brotherton, Special Counsel for Litigation, at (202) 685-6985 for additional information.

Electronic application submissions are highly encouraged and should be sent to Joan Brown at joan.brown@navy.mil

Hard copy applications should be submitted to:
Andrea E. Brotherton
Special Counsel for Litigation
Naval Litigation Office, Office of the General Department of the Navy
720 Kennon Street, S.E., Room 233, Building 36
Washington Navy Yard, D.C. 20374-5013

This Personnel Notice will close on February 5, 2021 at 11:59:59 PM (EST) and complete applications must be received by this date and time to be considered.

If the successful applicant is not currently a member of the Department of the Navy Office of the General Counsel, processing of the hiring action can only commence after submission of those items identified in the "Instructions for New OGC Attorneys" (see Careers section of www.ogc.navy.mil).

NOTICE OF VETERANS' PREFERENCE

There is no formal rating system for applying veterans' preference to attorney appointments in the excepted service; however, the Department of the Navy Office of the General Counsel considers veterans' preference eligibility a positive factor for attorney hiring. Applicants eligible for veterans' preference must include that information in their cover letter or resume and attach supporting documentation (e.g., DD Form 214, "Certificate of Release or Discharge from Active Duty") to their submissions.

Although the point-preference system is not used, applicants eligible to claim a 10-point preference must submit a Standard Form (SF) 15, "Application for 10-Point Veteran Preference,"

and supporting documentation required for the specific type of preference claimed. (SF-15, which lists the types of 10-point preference and the required supporting documents, is available from the Office of Personnel Management Website at www.opm.gov.)

Not all veterans are preference eligible. For a summary of time periods, campaigns, and conditions that entitle an applicant to preference eligibility, please visit <https://www.fedshirevets.gov/index.aspx>, <https://www.usajobs.gov/Help/working-in-government/unique-hiring-paths/veterans>, and see the Veterans' Preference Advisor, operated by the Department of Labor at <http://www.dol.gov/elaws/vets/vetpref/vetspref.htm>.

The United States Government does not discriminate in employment on the basis of race, color, religion, sex (including pregnancy or gender identity), national origin, political affiliation, sexual orientation, marital status, disability, genetic information, age, membership in an employee organization, retaliation, parental status, military service, or other non-merit factor.

Reasonable Accommodation Links:

<https://www.opm.gov/policy-data-oversight/disability-employment/reasonable-accommodations/>

<https://www.opm.gov/policy-data-oversight/disability-employment/hiring/#url=Schedule-A-Hiring-Authority>

Legal and Regulatory Guidance Links:

Financial suitability Link:

<https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/financial-suitability/>

Social security number request Link:

<https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/social-security-number/>

Privacy Act Link:

<https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/privacy-act/>

Signature and false statements Link:

<https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/signature-false-statements/>

Selective Service Link:

<https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/selective-service/>

New employee probationary period Link:

<https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/probationary-period/>

Relocation expenses are not available.